

COA ED Patient Surge / MCI Quick Sheet – PEM Attending

Event Notification Occurs (TCC / BREMS, other)

- What happened?
- How many patients expected? (*Expect half in first hour*)
- Age range?
- Decontamination needed? Chemical or radiologic?
 - If “Yes” -> Activate COA HERT (Decon team)

Establish Command and Control

- Huddle with ED MD's and lead nurses
- Notify ED Admin on-call, ED Director, & House Supervisor
 - Conference call if possible
 - **Surge expected to exceed currently available staffing & resources?**
 - “No” -> reassess needs periodically
 - “Yes” -> Notify Hospital Admin on-call
 - *Discuss activation of Emergency Operations Plan, EO Center, & ICS*
 - **Decision by Hospital Administration on-call**
 - If EOP activated -> Hospital Admin on-call designates an **Incident Commander** (House Supervisor, Emergency Manager, or Admin on-call)
 - **Everbridge** message sent (Hospital Surge Plan activation)
 - **Activate ED Disaster Communication Plan**
 - Activate **Family Reunification Plan?**
 - Get help
 - **Send WhatsApp message to group: Pem trauma / disaster only**

“COA ED disaster plan activated. If you can work NOW reply with your name & expected arrival time. Don't come until notified.”
 - Fill in ED MD Surge Staffing **Roster in ED Disaster Communication Plan**
 - **Send message “Please report to the ED now: Dr. XXX-Dr. XXX-Dr. XXX-Dr. XXX-etc. Notify if change in your time of arrival. All others on stand-by”**

Decompress ED

- Get all possible patients up & out of the ED
 - Assign residents to complete rapid discharge of ED stable patients with PCP follow-up ASAP
 - Meet with Charge Nurse to identify Surge Space (MRI PACU, Hallways)

Assign Roles

- Assign available MD to ambulance bay for triage & life-saving interventions
- Assign PEM attending / fellow or senior resident to communicate with PICU & surgery on-call
- Assign arriving medical staff to locations and roles (residents & ED attendings).
- Assign GEM or NP to Waiting room for Green / PP

Triage, Treat, Track and Repeat Triage

- Discuss needs with Incident Commander (Staff, Space, Supplies)
- EMS Red / Level 1 to Resus rooms
- EMS Yellow / Level 2 to available ED rooms closest to resus
- “OR Ready” patients stay in resus or move to available ED rooms or hall closest to resus
- “OR Waiting” patients move to available ED rooms or hall closest to resus
- EMS Black & Deceased to Decon room (if not in use)
- EMS Green to waiting room for ESI Re-triage, registration, monitoring, and treatment by GEM / NP
 - If unaccompanied minor, notify Integrative Care Team (SW)